

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF MENTAL HEALTH



MHRS Bulletin

Bulletin ID: 83
Effective Date: February 5, 2006
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March 28, 2012
Replaces Bulletin
#23

**SUPPLEMENTAL TRAINING REQUIREMENT FOR COMMUNITY BASED
INTERVENTION (CBI) PROVIDERS LEVEL
II and III:**

All CBI Level II and III providers are expected to meet the minimum training requirements established by the Department of Mental Health (DMH) as set forth in 22A DCMR §3422. Each CBI Level II and III provider must adhere to the Intensive Home and Community Based Services (IHCBS) definition and Training Curriculum adopted by DMH.

The IHCBS requires intensive, time-limited mental health service for those severely emotionally disturbed youth and their families, to be provided in the home, school and community where the youth lives. The goal of IHCBS is to safely maintain the youth in the least restrictive and most normative environment. IHCBS may include a range of mental health and supportive services with the main focus to ameliorate the youth's mental health issues and strengthen the family structures and supports. The focus of IHCBS is to partner with families and work from a strength based approach to engage and empower families to self-sufficiency. Services must be delivered in the home and community, be available 24 hours per day seven days per week, with flexible scheduling.

The official DMH Training Curriculum adopts the IHCBS definition presented in the official DMH CBI training offered through contract with the Center for Innovative Practice.

This bulletin addresses how providers may demonstrate compliance with the CBI training requirements.

Approved Training Curriculum

The training requirement can be met either through:

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1. Demonstrating that staff has completed the DMH approved IHCBS Training Curriculum, through attendance at the annual DMH sponsored training. Next IHCBS training is scheduled on April 25, 2012 through June 14, 2012 for CBI Levels II and III; or,
2. Demonstrate how each staff will meet the DMH training requirements through an alternate training method approved by DMH as equivalent to the DMH approved IHCBS Training Curriculum.
 - a. Providers who elect to use an alternate training curriculum must demonstrate that this curriculum adopts the IHCBS definition presented in the official DMH CBI training offered by the Center for Innovative Practice. The provider must also submit a curriculum for approval to the DMH Director of Child and Youth Services Division prior to submitting an application to provide CBI services. The provider must certify the training is equivalent to the DMH approved IHCBS Training Curriculum for CBI Levels II and III. The alternate CBI training curriculum must include the following:
 - **CBI II and III Model Overview**
 - **Strength Based Ecosystem Assessment**
 - **Contextual Conceptualization and Treatment Planning**
 - **Cultural Competency and Strength Based Engagement: Parenting Youth with Serious Emotional Disabilities From a Resiliency Perspective**
 - **Differential Diagnosis**
 - **Risk Assessment, Crisis Stabilization and Safety Planning**
 - **DC Family Systems Training**
 - **Intersystem Collaboration and Child and Family Teaming: Educational and Vocational Functioning**
 - **Supervision**
 - **Professional Ethics**

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b. The Director for Child and Youth Services Division will issue a letter to the provider approving or disapproving the use of the alternate training curriculum within fifteen (15) days of receipt from the provider. A copy of the letter approving the alternate curriculum must be submitted to the DMH, Division of Certification with the application for certification to provide CBI Level II or Level III services.

Demonstration of Staff Completion of Approved Training Curriculum.

For agencies currently providing CBI:

All staff providing CBI Levels II and III services must complete training either in the DMH approved IHCBS Training Curriculum or a DMH approved alternative within sixty (60) days after the letter of continuation is issued from the Division of Certification (DOC). The provider shall send a letter to DMH, Division of Certification from the Chief Executive Officer or equivalent certifying that each member of the CBI team has completed training no later than sixty (60) days after the letter of continuation is issued from DOC.

For providers who do not currently provide CBI:

At a minimum the Clinical Director for the CBI team must be trained, either through the DMH approved IHCBS Training Curriculum or a DMH approved alternative, prior to sending the application to DMH for certification. All other staff must complete training either in the DMH approved IHCBS Training Curriculum or a DMH approved alternative within sixty days (60) of DMH CBI certification. Once training is completed, the provider shall send a letter to DMH from the Chief Executive Officer or equivalent certifying each team member has completed the required training.

Staff Attrition

Each new staff on the CBI team must complete DMH approved training (either the DMH approved IHCBS Training Curriculum or the DMH approved equivalent) within 30 days of hire. Clinical Director or Clinical Manager of Certified CBI provider agencies that has been trained in all modules of the DMH approved IHCBS curriculum, can train their respective CBI workers to deliver this service. However, if trained staff members leave

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the CBI team, at a minimum at any given time the Clinical Manager must meet the training requirements and be able to demonstrate how each new individual on the team will be trained in accordance with the DMH approved IHCBS Training Curriculum or approved equivalent. If the Clinical Manager leaves the team, the individual replacing them must have completed the IHCBS Training Curriculum or the DMH approved equivalent within the first thirty (30) day of employment.

If you have questions regarding the DMH approved IHCBS Training Curriculum or the requirements for obtaining DMH approval of equivalent training, please contact Denise Dunbar at 202-673-7126 or denise.dunbar@dc.gov.